672-304

ARMY REGULATION
No. 672-304

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC 20 April 1977

DECORATIONS, AWARDS, AND HONORS

ARMY RESEARCH AND DEVELOPMENT ACHIEVEMENT AWARDS

Effective 15 March 1977

This revision expands the scope to provide for recognition of military personnel engaged in RDTE activities, clarifies applicability to the Army National Guard and the Army Reserve, and includes minor editorial changes. Local limited supplementtion of this regulation is permitted, but is not required. If supplements are issued, Army Staff agencies and major Army commands will furnish one copy of each to HQDA (DAMA-AOS), Wash DC 20310; other commands will furnish one copy of each to the next higher headquarters.

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★**1. Purpose.** This regulation prescribes procedures for administering the Army Research and Development Achievement Awards Program. This program was established under the general provisions of AR 672-20 to provide meaningful recognition of US Army military and civilian personnel for exceptional scientific and engineering achievement.

★**2. Scope.** This regulation applies to all developing agencies. For the purpose of this regulation, a developing agency is defined as any command, agency, installation, activity, or organization in the Active Army and the Army Reserve that has the authorized mission of research and development, test, and evaluation. This regulation does not apply to the Army National Guard.

★**3. Eligibility for Awards.** Any military or civilian scientist or engineer employee of the Department of the Army, paid directly from appropriated funds, is eligible to achieve an Army Research and Development Achievement Award, provided he or she is duly nominated and selected in accordance with the provisions of this regulation. Groups of employees, including technical support personnel, are also eligible; however, each member of the group must have made a significant contribution to the achievement.

4. Criteria. An Army Research and Development Achievement Award may be granted to any eligible scientist, engineer, and technician whose contribution was made or was culminated during the past calendar year and who meets one of the following criteria:

a. Was directly responsible for a significant scientific or engineering achievement. An achievement is significant when it—

(1) Establishes a scientific basis for subsequent technical improvements of military importance, and/or

(2) Materially improves the Army's technical capability, and/or

(3) Contributes materially to national welfare.

b. Provided qualitative and effective scientific or engineering leadership which advanced materially the research and/or development accomplishments of a technical activity, group, or project.

★**5. Accoutrements.** An Army Research and Development Award will consist of a suitably en-

*This regulation supersedes AR 672-304, 19 April 1973.

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graved brass plaque, a bronze Department of the Army Plaque, Medallion, or other suitable device.

6. Number and timing of awards. Based upon the recommendations of a committee of Army scientists and engineers, a limited number of Research and Development Achievement Awards may be granted by Headquarters, Department of the Army in June of each year.

7. Responsibilities.

★*a.* Awarding authority for this program is the Deputy Chief of Staff for Research, Development, and Acquisition. The DCSRDA will exercise general staff supervision over the program and is responsible for its administration.

b. Within their respective commands, heads of developing agencies (as defined in para 2) will insure that the noteworthy achievements of scientists and engineers are appropriately recognized.

c. All levels of command involved will take positive steps to insure that wide publicity is given to each recipient of an Army Research and Development Achievement Award and, within security requirements, to the achievement for which the award was granted.

8. Nomination and selection. *a. Reviewing committees.*

(1) Heads of developing agencies (para 2) will appoint a committee of leading scientists and engineers from within the organization to identify significant achievements and to review and make recommendations on proposed nominations for the Army Research and Development Achievement Awards.

(2) Committees will not be appointed within installations or commands having no substantial research and development mission. In these instances, nominations will be forwarded to the next higher level of command within which a review committee has been established. Committees will be provided qualified administrative and public information advice and assistance.

b. Submission of nominations.

★(1) Heads of developing agencies will submit nominations for Army Research and Development Achievement Awards to HQDA (DAMA–AOS), WASH DC 20310, by 31 March of each year. There is no limitation on the number of nominations that may be made. All nominations will be approved personally by the major commander.

(2) Heads of Army Staff agencies may also submit nominations annually, as desired.

c. Content of nominations. Nominations for Army Research and Development Achievement Awards will include—

(1) Ten copies in booklet form, each containing the following information:

(*a*) Name, grade, classification, and organizational title of nominee and a brief statement of officially assigned duties.

(*b*) A description of the achievement on which the nomination was based, specifying whether it falls under the criteria in paragraph 4. Photographs, designs, and similar material may be included.

(*c*) Biographical sketch of the nominee. For a group nomination, a biographical sketch for each nominee will be included.

(*d*) A statement as to whether or not nominee has received any other award for this achievement.

(*e*) A proposed citation that may be read at an appropriate award ceremony.

(2) Two copies of the following:

(*a*) An 8-inch by 10¼-inch glossy black and white photograph of the nominee, head and shoulders. For a group nomination, a group photograph and an individual photograph of each nominee are desirable.

(*b*) A 100-word, unclassified summary of the achievement, suitable for use as a press release if nominee is selected for an award.

9. Command and installation awards. Major commanders and installation commanders whose agencies have a substantial mission involving research, development, test, and evaluation are encouraged to establish and maintain complementary research and development awards programs at command and installation levels as an additional means of recognition for scientific and engineering achievement. These command and local awards programs will provide for review of nominations by a committee of senior scientists and engineers. Persons granted command and/or local installation awards may be further considered as nominees for Army Research and Development Achievement Awards.

★**10. Additional awards.** The Deputy Chief of Staff for Research, Development, and Acquisition may nominate recipients of, or nominees for, Army Research and Development Achievement Awards for other external or Department of the

Army awards under the provisions of AR 672–20 and applicable civilian personnel regulations.

11. Minimal paperwork. Care will be taken at all levels of award review to keep paperwork in connection with these awards to a minimum. At the local level in particular, the supervisor making the initial nomination should be required to submit only the information necessary to arrive at a decision that the achievement justifies preparing a more detailed official nomination to higher levels.

The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Research, Development, and Acquisition. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to HQDA (DAMA–AOS) WASH DC 20310.

By Order of the Secretary of the Army:

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DISTRIBUTION:

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